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STATE OF HAWAII
REQUEST FOR SOLE SOURCESTATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DOE/HSPLS/Kapolei Public Library
(Department/Division/Agency)

Pursuant to §103D-306, HRS, and Subchapter 9, Chapter 3-122, HAR, the Department requests sole source approval to purchase the following:

Description of goods, services, or construction:

Shelving components and parts to complete components already on hand and to assemble additional identical matching shelving units.

Name of Vendor: Commercial Shelving, Inc.
Address: P. O. Box 29480
Honolulu, HI 96820Cost:
\$47,551.00Term of Contract: From: To:
To be negotiated, upon credit approval.

Prior Sole Source Reference No.:

The goods, services, or construction has the following unique features, characteristics, or capabilities:

The components must match the shelving and furniture already in the library.

REQUEST FOR SOLE SOURCE (Cont.)

How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:
The components must match the shelving and furniture already in the library.

The following other possible sources for the goods, services, or construction were investigated but do not meet our needs because:

Commercial Shelving, Inc. is the initial supplier and only Hawaii distributor for this furniture and shelving. (Library Bureau Steel Shelving).

Direct questions to: Richard Burns

Phone: 693-7050

I certify that the information provided above is to the best of my knowledge, true, correct and that the goods, services, or construction are available through only one source.


Department Head or Designee

MAR 30 2004

Date

Administrative Services Officer

Title (If other than Department Head)

Chief Procurement Officer's comments:


Per tele. con. with Mr. Henry Maunakea, Hunters, Inc., Library Bureau Steel is not exclusive to Commercial Shelving, Inc. Agency shall do a formal solicitation for the items required.

Please ensure adherence to applicable administrative and statutory requirements.

Expenditure may be processed through a purchase order: Yes ☐ No ☐. If no, a contract must be executed and funds certified.

☐ APPROVED

☒ DISAPPROVED


Chief Procurement Officer

5/7/04
Date

**STATE OF HAWAII
NOTICE OF SOLE SOURCE**

The Chief Procurement Officer is in the process of reviewing the request from the Department of DOE/HSPLS/
Kapolei Public Library for the sole source purchase of the following goods, services, or construction:

Shelving components and parts to complete components already on hand and to assemble additional identical matching shelving units.

Vendor: Commercial Shelving, Inc.

Address: P. O. Box 29480
Honolulu, HI 96820

Term of Contract:	From:	To:	Cost:
To be negotiated, upon credit approval.			\$47,551.00

Direct any inquiries to:	
Department: Kapolei Public Library	Phone Number:
Contact Name/Title: Richard Burns	(808) 693-7050
Address: 1020 Manawai St. Kapolei, HI 96707	Fax Number:
	(808) 693-7051

Date Notice Posted: MARCH 31, 2004

A copy of this notice of sole source shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public, at least seven (7) calendar days prior to any approval action.

Submit written objections to this notice to issue a sole source contract within seven (7) calendar days from the date this notice was posted to:

Chief Procurement Officer
Office/Agency _____
Address _____